

**Declaration of Applicant for Building Permit**  
 Regarding the *Ontario New Home Warranties Plan Act*, R.S.O. 1990, Chapter O.31, as amended

1. EVERY APPLICANT MUST COMPLETE BOX A PLEASE PRINT

	<b>A</b>
<b>Property Description:</b>	
Lot*: _____	FOR USE OF PRINCIPAL AUTHORITY ONLY
Plan/Concession*: _____	Application #: _____
Municipal Address*: _____	Permit #: _____
*For multiple requests, please attach Multiple Permit Request form – Schedule A*	
Municipality: _____	

2. COMPLETE BOX B OR C, WHICHEVER IS APPLICABLE

<b>B</b>							
<b>Where applicant is building to sell (“vendor”/“builder”) or contracting as a “builder”</b>							
Ontario New Home Warranty Program Ref. No.: _____	ONHWP Expiry Date: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td>Y</td><td>Y</td><td>M</td><td>M</td><td>D</td><td>D</td> </tr> </table>	Y	Y	M	M	D	D
Y	Y	M	M	D	D		
Position*: _____							
(*If the applicant is a corporation, print position of the representative signing)							
Declaration: I*, _____							
(vendor/builder representative) have read and understand the provisions of Section 8(2) of the <i>Ontario Building Code Act</i> , as well as the relevant provisions of the <i>Ontario New Home Warranties Plan Act</i> , on the reverse side of this statement. I declare the above information to be true and correct. *I have the legal authority to sign this declaration.							
Signature of the Vendor/Builder Representative _____	Date _____						

<b>C</b>	
<b>(SEE IMPORTANT INFORMATION ON REVERSE SIDE)</b>	
<b>Where applicant is building to occupy (“owner”*) and is acting as the general contractor</b>	
Declaration: I, _____	
(applicant) have read and understand the provisions of Section 8(2) of the <i>Ontario Building Code Act</i> , as well as the relevant provisions of the <i>Ontario New Home Warranties Plan Act</i> , on the reverse side of this statement. I declare that I am not acting as a “vendor” or “builder”, nor am I contracting with a “builder” to construct or manage the construction of this “home”. I understand that this home is not eligible for enrolment or coverage under the <i>Ontario New Home Warranties Plan Act</i> and a warranty claim to the Ontario New Home Warranty Program (ONHWP) cannot be made for this home, by me or by any subsequent purchaser of this home.	
Signature of Applicant _____	Date _____
*Please provide name(s) and address(es) or telephone number(s) of construction consultant(s)/manager(s), if any.	
Current address _____	
Current Telephone _____	

Original to be retained by Municipality Pink Copy to Enforcement Group ONHWP

*The Ontario Building Code Act*, states:

**Section 8(2) Permits:**

The chief building official shall issue a permit referred to in subsection (1) unless,

- (b) the applicant is a builder or vendor as defined in the *Ontario New Home Warranties Plan Act* and is not registered under that Act;

The *Ontario New Home Warranties Plan Act*, R.S.O. 1990, as amended, contains the following provisions:

**Section 1:** In this Act,

“*builder*” means a person who undertakes the performance of all the work and supply of all the materials necessary to construct a completed home whether for the purpose of sale by the person or under a contract with a vendor or owner;

“*home*” means,

- (a) a self-contained one-family dwelling, detached or attached to one or more others by common wall,
- (b) a building composed of more than one and not more than two self-contained, one-family dwellings under one ownership,
- (c) a condominium dwelling unit, including the common elements, or
- (d) any other dwelling of a class prescribed by the regulations as a home to which this Act applies, and includes any structure or appurtenance used in conjunction therewith, but does not include a dwelling built and sold for occupancy for temporary periods or for seasonal purposes.

“*vendor*” means a person who sells on his, her or its own behalf a home not previously occupied to an owner and includes a builder who constructs a home under a contract with the owner;

“*owner*” means a person who first acquires a home from its vendor for occupancy, and the person’s successors in title;

**Section 6:** No person shall act as a vendor or a builder unless the person is registered by the Registrar under this Act.

**Section 12:** A builder shall not commence to construct a home until the builder has notified the Corporation of the fact, has provided the Corporation with such particulars as the Corporation requires and has paid the prescribed fee to the Corporation.

**Section 22(1):** Every person who,  
(b) contravenes Section 6 or 12, or subsection 18(4),

and every director or officer of a corporation who knowingly concurs in such furnishing or contravention is guilty of an offence and on conviction is liable to a fine of not more than \$25,000 or to imprisonment for a term of not more than one year, or to both.

**Section 22(2):** Where a corporation is convicted of an offence under subsection (1), the maximum penalty that may be imposed upon the corporation is \$100,000 and not as provided therein.

**Regulation 892,**

**Section 8(1)** Forthwith upon the issue of a building permit authorizing the construction of a home, other than a condominium dwelling unit, but including a contracted home, the builder shall enrol the home in the Plan by submitting to the Registrar a completed enrolment form as provided by the Corporation together with the enrolment fee.

**IMPORTANT INFORMATION FOR APPLICANTS COMPLETING BOX C**

For the purposes of **BOX C** you are an “owner” if:

You intend to **live in** the home after construction, **and** you are acting as your own general contractor (i.e. you are **personally** hiring each of the various construction trades). Your home will not be covered by warranty under the *Ontario New Home Warranties Plan Act*.

If you have entered into a contract/agreement with another person/corporation to provide you with a complete home, then that person/corporation **must** be registered with the Ontario New Home Warranty Program (ONHWP), **must** enrol the home, and **must** provide you with warranty coverage. That person/corporation should be obtaining the building permit and must complete **BOX B** of this declaration.

If you are in doubt as to your status as an “*owner*”, contact your local office of ONHWP.